

**West Bengal Scheduled Castes And Scheduled Tribes
(Reservation Of Vacancies In Services And Posts) Act, 1976**

27 of 1976

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**West Bengal Scheduled Castes And Scheduled Tribes
(Reservation Of Vacancies In Services And Posts) Act, 1976**

27 of 1976

An Act to provide for the reservation of vacancies in services and posts for the members of the Scheduled Castes and Scheduled Tribes.

WHEREAS the members of the Scheduled Castes and Scheduled Tribes who are backward classes of citizens are not adequately represented in the services and posts within the State;

And WHEREAS it is expedient to provide for the reservation of

vacancies in services and posts for them;

It is hereby enacted in the Twenty-seventh Year of the Republic of India, by the Legislature of West Bengal, as follows:

1. Short title, extent and commencement :-

(1) This Act may be called the West Bengal Scheduled Castes and Scheduled Tribes (Reservation of Vacancies in Services and Posts) Act, 1976.

(2) It extends to the whole of West Bengal.

(3) It shall come into force on such date as the State Government may, by notification in the Official Gazette, appoint¹

1 15th Day of August, 1976 appointed as the date of effect vide Notification No. 370-TW/EC dated 14th August, 1976 published in the Calcutta Gazette, Extraordinary dated 14th Aug, 1976

2. Definitions :-

In this Act, unless the context otherwise requires,-

(a) "appointing authority", in relation to a service or post in an establishment, means the authority empowered to make appointment to such service or post;

(b) "establishment" means any office of the State Government, a local or statutory authority constituted under any State Act for the time being in force, or a corporation in which not less than fifty-one per cent of the paid up share capital is held by the State Government, and includes universities and colleges affiliated to the universities, primary and secondary schools and also other educational institutions which are owned or aided by the State Government and also includes an establishment in public sector;

(c) "establishment in public sector" means any industry, trade, business or occupation owned, controlled or managed by-

(i) the State Government or any department of the State Government,

(ii) a Government Company as defined in section 617 of the Companies Act, 1956 or a Corporation established by or under a Central or State Act, in which not less than fifty-one per cent of the paid up share capital is held by the State Government,

(iii) a local or statutory authority, constituted under any State Act for the time being in force;

(d) "establishment in private sector" means any industry, trade, business or occupation which is not an establishment in public

sector; (e) "Schedule" means the Schedule appended to this Act.

3. Act not to apply in relation to certain employments :-

This Act shall not apply in relation to,-

- (a) any employment under the Central Government;
- (b) any employment in the West Bengal Higher Judicial Service;
- ² (c) Omitted;
- (d) any employment in private sector;
- (e) any employment in domestic service.

2 Vide West Bengal Act XLII of 1994 w. e. f. 16-1-1995

4. Reservation for Scheduled Castes and Scheduled Tribes in vacancies to be filled up by direct recruitment :-

³ 4. Reservation for Scheduled Castes and Scheduled Tribes in vacancies to be filled up by direct recruitment.

(1) After the commencement of this Act all appointments to services and posts in an establishment which are to be filled up by direct recruitment shall be regulated in the following manner, namely, -

⁴ (a) subject to the other provisions of this Act twenty-two per cent of the vacancies shall be reserved for candidates belonging to Scheduled Castes and six per cent for candidates belonging to Scheduled Tribes, in the manner set out in Schedule I.⁵

Provided that the State Government may, from time to time, by notification in the Official Gazette, increase the percentage so, however, that the reservation shall not exceed twenty-five per cent in the case of Scheduled Castes and ten per cent in the case of Scheduled Tribes:

Provided further that different percentages may be fixed by the State Government for different districts in accordance with the percentages of population of Scheduled Castes and Scheduled Tribes in such districts:

Provided also that in respect of the West Bengal Civil Service (Judicial), the percentage shall be ten for Scheduled Castes and five for Scheduled Tribes;

(b) fees, if any, prescribed for any examination for selection to any service or post shall not be charged⁶ in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes;

(c) the members of the Scheduled Castes and the Scheduled Tribes

shall be entitled to a concession of five years over the prescribed maximum age limit for appointment to any service or post.

7 (2) The member of any Scheduled Caste or Scheduled Tribe candidate qualifying on merit for appointment to any unreserved vacancy in a service or post in any establishment to be filled up by direct recruitment shall not be deducted from the quota reserved in such service or post for such candidate under sub-section (1).

3 Vide West Bengal Act XLII of 1980

4 Vide West Bengal Act XLII of 1994

5 Vide West Bengal Act XXIV of 2000 w. e. f. 30-8-2000

6 Vide West Bengal Act XXIV of 2000 w. e. f. 30-8-2000

7 Vide West Bengal Act XLII of 1994

5. Reservation for Scheduled Castes and Scheduled Tribes in vacancies to be filled up by promotion :-

Reservation for members of the Scheduled Castes and the Scheduled Tribes in vacancies to be filled up by promotion in any establishment shall be regulated in the following manner, namely, -

(a) There shall be reservation at twentytwo per cent for members of the Scheduled Castes and six percent for members of the Scheduled Tribes in the manner set out in Schedule II⁸

Provided that the State Government may, from time to time, by notification in the Official Gazette, increase the percentage so, however, that the reservation shall not exceed twenty-five per cent in the case of Scheduled Castes and ten per cent in the case of Scheduled Tribes:

9 "Provided further that the number of any Scheduled Caste or Scheduled Tribe employee appointed on promotion to any unreserved vacancy in a service or post in any establishment to be filled up by promotion shall not be deducted from the quota reserved in such service or post for the members of the Scheduled Castes or the Scheduled Tribes under this section."

10(b) "There shall be no reservation in any post in a scale of pay, the maximum of which exceeds Rs. 18,300;"

11(c) "A separate fifty-point roster shall be maintained by every establishment in the manner set out in the Schedule."

8 Vide West Bengal Act XXIV of 2000

9 Vide West Bengal Act XXXI of 1983

10 Vide West Bengal Act XI of 2000 w. e. f. 01-01-1996

11 Vide West Bengal Act XLII of 1994

5A. Certificate of identification :-

125A. Certificate of identification:

"A candidate who claims to be a member of the Scheduled Castes or the Scheduled Tribes shall support his candidature by a certificate of Identification in accordance with the provisions of the West Bengal Scheduled Castes and Scheduled Tribes (Identification) Act, 1994."

12 Vide West Bengal Act XV of 1996 w. e. f. 1-1-1996

6. Dereservation of reserved vacancy :-

136. Dereservation of reserved vacancy

(1) There shall be no de-reservation of any reserved vacancy by any appointing authority in any post in an establishment which is required to be filled up by direct recruitment. In the absence of qualified Scheduled Caste or Scheduled Tribe candidate, as the case may be, to fill up such vacancy, such vacancy shall remain unfilled.

13(2) "Notwithstanding anything contained in sub-section (1), if, in the public interest, it is necessary to fill up any vacancy as aforesaid remaining unfilled on account of nonavailability of a qualified Scheduled Caste or Scheduled Tribes candidate, as the case may be, the appointing authority shall refer the vacancy to the State Government for dereservation. Upon such reference, the State Government may, if it is satisfied that it is necessary or expedient so to do, by order, de-reserve the vacancy, subject to the condition that the reservation against the vacancy so dereserved shall be carried forward against the subsequent unreserved vacancy."

14"Provided that the State Government may, if it is satisfied that the appointing authority by genuine mistake or on account of an error of judgment or owing to ignorance has filled up any reserved vacancy otherwise than by a candidate for whom the vacancy is reserved and that there has been no mala fide intention in this

regard on the part of the appointing authority, by order in writing, regularise the appointment, if so applied for by the appointing authority, on the basis of the carry forward principle. In such case, reservation against the reserved vacancy already filled up otherwise than by a candidate belonging to Scheduled Caste or Scheduled Tribe for whom the vacancy was originally reserved, shall be carried forward to the nearest un-reserved vacancy available at the time of consideration of any application:

Provided further that the State Government may, if it considers it necessary or expedient so to do, by notification in the Official Gazette, empower any other authority not below the rank of District Magistrate and District Commissioner for Reservation to exercise the power of the State Government to de-reserve a reserved vacancy under this subsection."

14"(2A) The appointing authority shall, for the purposes of sub-section (2), make an application to the State Government in such Form and in such manner, as may be prescribed by the State Government."

15"(3) Notwithstanding anything contained in the foregoing provisions of this section or elsewhere in this Act, if, in the public interest, it is necessary or expedient to fill up any vacancy in any post in any primary, secondary or higher secondary school in any district owned or aided by the State Government, caused by deputation or leave of the incumbent of that post for a period not exceeding ten months and remaining unfilled on account of non-availability of a qualified Scheduled Caste or Scheduled Tribe candidate, as the case may be, the appointing authority may refer the vacancy to the District Commissioner for Reservation, referred to in sub-section (1), or sub-section (1A) as the case may be, of section 6B, for that district for dereservation. Upon such reference, the District Commissioner for Reservation as aforesaid may, if he is satisfied that it is necessary or expedient so to do, by order, dereserve the vacancy, subject to the condition that the reservation against the vacancy so dereserved shall be carried forward against the subsequent unreserved vacancy in any such post caused by such deputation or leave for such period."

13 Vide West Bengal Act XLII of 1994 w. e. f. 16-1-1995

14 Vide West Bengal Act XXIV of 2000 with immediate effect is Vide West Bengal Act XV of 1996.

15 Vide West Bengal Act XV of 1996.

6A. Commissioner for reservation :-

16 6A Commissioner for reservation:

(1) The State Government may appoint any officer, not below the rank of Secy to the Govt, of West Bengal, to be the Commissioner for Reservation, West Bengal (hereinafter referred to as the Commissioner.)

Explanation.-Secretary shall include a Special Secretary.

(2) The Commissioner shall be responsible for ensuring reservation of vacancies in services and posts for the members of the Scheduled Castes and the Scheduled Tribes under this Act by an appointing authority-

(a) having territorial jurisdiction throughout West Bengal, or

17(al) having its offices and fixed territorial jurisdiction in Calcutta, or";

(b) having its offices in Calcutta without having any fixed territorial jurisdiction.

(2A) (a) The State Government may appoint an officer, not below the rank of Joint Secretary to the Government of West Bengal, to be the Joint Commissioner for Reservation, West Bengal (hereinafter referred to as the Joint Commissioner), an officer, not below the rank of Deputy Secretary to the Government of West Bengal, to be the Deputy Commissioner for Reservation, West Bengal (hereinafter referred to as the Deputy Commissioner), and an officer, not below the rank of Assistant Secretary to the Government of West Bengal, to be the Assistant Commissioner for Reservation, West Bengal (hereinafter referred to as the Assistant Commissioner).

(b) The Joint Commissioner, the Deputy Commissioner and the Assistant Commissioner shall have the powers of the Commissioner for the purposes of this Act, subject to superintendence and control of the Commissioner."; Explanation.-"Calcutta" shall mean the town of Calcutta as defined in section 3 of the Calcutta Police Act, 1866.

(3) If any appointing authority referred to in sub-section (2) contravenes any provision of this Act and thereby commits an offence punishable under sec 7, the Commissioner, or any Officer, not below the rank of an Inspector of Backward Classes Welfare Department, 19 authorised by him in this behalf, may file a complaint in any court having jurisdiction against such appointing authority, and thereupon such court shall, subject to the provision of section 8, take cognizance of such offence.

18(4) "Where a complaint is filed in any court having jurisdiction

against an appointing authority under sub-section (3) for contravening any provision of this Act and thereby committing an offence punishable under section 7, the burden of proof that no contravention of any provision of this Act has been made by him, shall lie with him."

16 Vide West Bengal Act XLII of 1994 w. e. f. 16-1-1995

17 Vide West Bengal Act XV of 1996

18 vide West Bengal Act XXIV of 2000 with immediate effect

6B. District Commissioner for Reservation :-

226B. District Commissioner for Reservation.

(1) The State Government may appoint any District Magistrate of a district to be the District Commissioner for Reservation for that district (hereinafter referred to as the District Commissioner).
Explanation.-"District Magistrate" shall include an Additional District Magistrate.

19(1A) "Omitted"

(2) The District Commissioner shall be responsible for ensuring reservation of vacancies in services and posts for the members of the Scheduled Castes and the Scheduled Tribes under this Act by an appointing authority-

(a) having territorial jurisdiction in the whole, or any part, of the district or

(b) having no fixed territorial jurisdiction in the district, but having his office in the district to which the jurisdiction of the District Commissioner extends.

(3) If any appointing authority referred to in sub-section (2) contravenes any provision of this Act and thereby commits an offence punishable under section 7, the District Commissioner or any officer, not below the rank of an Inspector of Backward Classes Welfare Department,^{**20**} authorised by him in this behalf, may file a complaint in any court having jurisdiction against such appointing authority, and thereupon such court shall, subject to the provisions of section 8, take cognizance of such offence.

22(4) Where a complaint is filed in any court having jurisdiction against an appointing authority under sub-section (3) for contravening any provision of this Act and thereby committing an offence punishable under section 7, the burden of proof that no contravention of any provision of this Act has been made by him,

shall lie with him.

19 Vide West Bengal Act XXIV of 2000 with immediate effect

20 Vide West Bengal Act XXIV of 2000 with immediate effect

22 Vide West Bengal Act XV of 1996

6C. Territorial jurisdiction :-

216C. Territorial jurisdiction.

For the purposes of section 6A and 6B-

(a) Territorial jurisdiction shall, in relation to an appointing authority mean the area to which its administrative jurisdiction extends; and

(b) an appointing authority, whose administrative jurisdiction does not extend to any fixed area, shall be deemed to be an appointing authority without having any fixed territorial jurisdiction.

21 Vide West Bengal Act XLII of 1994 w. e. f. 16-1-1995

7. Penalty :-

227. Penalty:

If an appointing authority makes an appointment in contravention of the provisions of section 4 or section 5, or fails to maintain records, or to furnish the annual return, referred to in sub-section (1) of section 12, he shall be punishable with imprisonment for a term of five years, or with fine of two thousand and five hundred rupees, or with both:

Provided that nothing contained in this section shall apply in relation to an appointment to any service or post of which the appointing authority is the Governor.

22 Vide West Bengal Act XV of 1996

8. Cognizance of offences :-

No prosecution for an offence under Act shall be instituted except by, or with the sanction of, the State Government.

9. Protection of action taken in good faith :-

No suit, prosecution or other legal proceeding shall lie against any

person for anything, which is in good faith done or intended to be done under this Act.

10. Removal of difficulties :-

If any difficulty arises in giving effect to the provision of this Act, the State Government may take such steps or issue such orders not inconsistent with the provisions of this Act, as the State Government may consider necessary for removing the difficulty.

11. Power to amend any Schedule :-

The State Government may, by order published in the Official Gazette, add to, amend or alter any Scheduled.²³

²³ Substituted Vide West Bengal Act XXIV of 2000 with immediate effect

12. Submission of annual report, maintenance of other records and inspection thereon :-

(1) Every appointing authority shall maintain such records and documents²⁴ as may be prescribed by rules made in this behalf and shall furnish to the State Government in the prescribed manner an annual report on the appointments made by it, during the previous year reckoned according to the British calendar.²⁵

(2) Any officer authorized by the State Government in that behalf may inspect any records or documents, which are maintained in relation to appointments made by such appointing authority.

(3) It shall be the duty of the appointing authority to produce such records or documents for inspection by the officer authorised under sub-section (2), and furnish such information or afford such assistance as may be necessary for him to carry out his functions under this Act.

(4) Notwithstanding anything contained in the West Bengal Services (Duties, Rights and Obligations of the Government Employees) Rules, 1980,²⁶ any member of any Scheduled Castes or any Scheduled Tribes who is adversely affected on account of the non-compliance with the provisions of this Act or the rules made there under by any appointing authority, may bring the fact to the notice of the State Government and upon application made by him the State Government may call for such records or take such action thereon as it may think fit.

24 Ins. vide West Bengal Act XXIV of 2000 with immediate effect

25 Words "financial year" subs, vide West Bengal Act XXIV of 2000 with immediate effect

26 Subs, for "West Bengal Government Servants Conduct Rules, 1959" vide West Bengal Act XXIV of 2000 with immediate effect.

13. Power to make rules :-

(1) The State Government may make rules for carrying out the purposes of this Act.

(2) In particular and without prejudice to the generality of the foregoing power such rules may provide for all or any of the following matters, namely,-

(a) form in which every establishment shall submit annual report to the State Government regarding the number of persons recruited in such establishment;

(b) any other matter which has to be or may be prescribed by rules made in this behalf.

SCHEDULE 1

SCHEDULE I

SCHEDULE I (See Section 4)

The reservation for the members of the Scheduled Castes and the Scheduled Tribes in services or posts in an establishment shall be given effect to in the following manner, namely:

| | |
|---------------|-----------------|
| 1st vacancy | Scheduled Caste |
| 2nd vacancy | Unreserved |
| 3rd vacancy | Unreserved |
| 4th vacancy | Scheduled Tribe |
| 5th vacancy | Unreserved |
| 6th vacancy | Unreserved |
| 7th vacancy | Scheduled Caste |
| 8 th vacancy | Unreserved |
| 9th vacancy | Unreserved |
| 10 th vacancy | Unreserved |
| 11th vacancy | Scheduled Caste |
| 12 th vacancy | Unreserved |
| 13th vacancy | Unreserved |
| 14th vacancy | Unreserved |
| 15 th vacancy | Scheduled Caste |
| 16 th vacancy | Unreserved |

| | |
|---------------|-----------------|
| 17th vacancy | Unreserved |
| 18 th vacancy | Scheduled Caste |
| 19 th vacancy | Unreserved |
| 20th vacancy | Unreserved |
| 21st vacancy | Scheduled Caste |
| 22nd vacancy | Unreserved |
| 23rd vacancy | Unreserved |
| 24th vacancy | Scheduled Tribe |
| 25th vacancy | Unreserved |
| 26th vacancy | Unreserved |
| 27th vacancy | Unreserved |
| 28th vacancy | Scheduled Caste |
| 29th vacancy | Unreserved |
| 30 th vacancy | Unreserved |
| 31st vacancy | Unreserved |
| 32nd vacancy | Scheduled Caste |

(i) A roster of one hundred vacancies¹ will be necessary to give effect to the reservation of vacancies for the Scheduled Castes and the Scheduled Tribes for direct recruitment. The roster given below shall be adopted for the purpose by each establishment:

| | |
|---------------|-----------------|
| 33rd vacancy | Unreserved |
| 34th vacancy | Unreserved |
| 35th vacancy | Unreserved |
| 36th vacancy | Scheduled Caste |
| 37th vacancy | Unreserved |
| 38th vacancy | Unreserved |
| 39 th vacancy | Unreserved |
| 40th vacancy | Scheduled Caste |
| 41st vacancy | Unreserved |
| 42nd vacancy | Unreserved |
| 43rd vacancy | Scheduled Tribe |
| 44th vacancy | Unreserved |
| 45th vacancy | Unreserved |
| 46th vacancy | Unreserved |
| 47th vacancy | Scheduled Caste |
| 48th vacancy | Unreserved |
| 49th vacancy | Unreserved |
| 50th vacancy | Unreserved |
| 51st vacancy | Scheduled Caste |
| 52nd vacancy | Unreserved |
| 53rd vacancy | Unreserved |
| 54th vacancy | Scheduled Tribe |
| 55th vacancy | Unreserved |

| | |
|---------------|-----------------|
| 56th vacancy | Unreserved |
| 57th vacancy | Scheduled Caste |
| 58th vacancy | Unreserved |
| 59th vacancy | Unreserved |
| 60th vacancy | Unreserved |
| 61st vacancy | Scheduled Caste |
| 62nd vacancy | Unreserved |
| 63rd vacancy | Unreserved |
| 64th vacancy | Unreserved |
| 65 th vacancy | Scheduled Caste |
| 66th vacancy | Unreserved |
| 67th vacancy | Unreserved |
| 68th vacancy | Scheduled Caste |
| 69th vacancy | Unreserved |
| 70th vacancy | Unreserved |
| 71st vacancy | Scheduled Caste |
| 72nd vacancy | Unreserved |
| 73rd vacancy | Unreserved |
| 74th vacancy | Scheduled Tribe |
| 75th vacancy | Unreserved |
| 76 th vacancy | Unreserved |
| 77th vacancy | Unreserved |

- Subs, for 50th vacancy vide West Bengal Act XXIV of 2000 with immediate effect.

| | |
|---------------|-----------------|
| 78 th vacancy | Scheduled Caste |
| 79 th vacancy | Unreserved |
| 80 th vacancy | Unreserved |
| 81st vacancy | Unreserved |
| 82nd vacancy | Scheduled Caste |
| 83rd vacancy | Unreserved |
| 84th vacancy | Unreserved |
| 85 th vacancy | Unreserved |
| 86th vacancy | Scheduled Caste |
| 87th vacancy | Unreserved |
| 88 th vacancy | Unreserved |
| 89 th vacancy | Unreserved |
| 90 th vacancy | Scheduled Caste |
| 91st vacancy | Unreserved |
| 92nd vacancy | Unreserved |
| 93rd vacancy | Scheduled Tribe |
| 94 th vacancy | Unreserved |
| 95 th vacancy | Unreserved |
| 96 th vacancy | Unreserved |
| 97th vacancy | Scheduled Caste |
| | |

| | |
|---------------|------------|
| 98 th vacancy | Unreserved |
| 99th vacancy | Unreserved |
| 100th vacancy | Unreserved |

(ii) A register shall be maintained for giving effect to the instructions contained in paragraph (i).

(iii) Before making an appointment by direct recruitment, the appointing authority shall ascertain by consulting the register whether the vacancy is reserved or unreserved and if it is reserved, for whom it is so reserved. Immediately after an appointment is made the particulars thereof shall be entered in the register and signed by the appointing authority.

(iv) The roster is a running account from year to year and shall be maintained accordingly. If recruitment in a particular year stops at a particular point of the cycle, say at the 5th point, recruitment in the subsequent year shall begin at the next point, i.e., at the 6th point.

27(v) Omitted;

28(vi) Omitted;

(vii) The roster shall be maintained separately for permanent and temporary vacancies.

(viii) A vacancy due to whatever cause, except termination of service during probation, shall be treated as a fresh vacancy.

29(ix) Omitted.

27 Vide West Bengal Act XLII of 1994 w. e. f. 16-1-1995

28 Vide West Bengal Act XLII of 1994 w. e. f. 16-M995

29 Vide West Bengal Act XV of 1996

SCHEDULE 2

SCHEDULE II

SCHEDULE II (See Section 5)

The reservation for the members of the Scheduled Castes and the Scheduled Tribes in vacancies to be filled up by promotion in an establishment shall be given effect to in the following manner, namely :

(i) A roster of fifty vacancies will be necessary to give effect to the reservation for the members of the Scheduled Castes and the Scheduled Tribes in vacancies to be filled up. The roster given below shall be adopted for the purpose by each establishment.

| | |
|--------------|-----------------|
| 1st vacancy | Scheduled Caste |
| 2nd vacancy | Unreserved |
| 3rd vacancy | Unreserved |
| 4th vacancy | Scheduled Tribe |
| 5th vacancy | Unreserved |
| 6th vacancy | Unreserved |
| 7th vacancy | Scheduled Caste |
| 8th vacancy | Unreserved |
| 9th vacancy | Unreserved |
| 10th vacancy | Unreserved |

| | |
|---------------|-----------------|
| 11th vacancy | Scheduled Caste |
| 12th vacancy | Unreserved |
| 13th vacancy | Unreserved |
| 14th vacancy | Unreserved |
| 15th vacancy | Scheduled Caste |
| 16th vacancy | Unreserved |
| 17th vacancy | Unreserved |
| 18th vacancy | Scheduled Caste |
| 19th vacancy | Unreserved |
| 20th vacancy | Unreserved |
| 21st vacancy | Scheduled Caste |
| 22nd vacancy | Unreserved |
| 23rd vacancy | Unreserved |
| 24th vacancy | Scheduled Tribe |
| 25th vacancy | Unreserved |
| 26th vacancy | Unreserved |
| 27th vacancy | Unreserved |
| 28th vacancy | Scheduled Caste |
| 29th vacancy | Unreserved |
| 30th vacancy | Unreserved |
| 31st vacancy | Unreserved |
| 32nd vacancy | Scheduled Caste |
| 33rd vacancy | Unreserved |
| 34th vacancy | Unreserved |
| 35th vacancy | Unreserved |
| 36th vacancy | Scheduled Caste |
| 37th vacancy | Unreserved |
| 38 th vacancy | Unreserved |
| 39 th vacancy | Unreserved |
| 40 th vacancy | Scheduled Caste |
| 41st vacancy | Unreserved |
| 42nd vacancy | Unreserved |
| 43rd vacancy | Scheduled Tribe |
| 44th vacancy | Unreserved |
| 45 th vacancy | Unreserved |
| 46 th vacancy | Unreserved |
| 47th vacancy | Scheduled Caste |
| 48 th vacancy | Unreserved |
| 49 th vacancy | Unreserved |
| 50th vacancy | Unreserved |

(ii) A register shall be maintained for giving effect to the instructions contained in paragraph (i).

(iii) Before giving any promotion, the appointing authority shall ascertain by consulting the register whether the vacancy is reserved or unreserved and if it is

reserved, for whom it is so reserved. Immediately after a promotion is given, the particulars thereof shall be entered in the register and signed by the appointing authority.

(iv) The roster is a running account from year to year and shall be maintained accordingly. If promotion in a particular year stops at a particular point of the cycle, say, at the 5th point, promotion in the subsequent year shall begin at the next point, that is, at the 6th point.

(v) The roster shall be maintained separately for permanent and temporary vacancies.

(vi) A vacancy due to whatever cause, except termination of service during probation, shall be treated as a fresh vacancy."